

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of August 15, 2006**

- I. **ROLL CALL:** Chair Richard Suitor, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Jim Wilson. Also present were Village Manager Nanci Allard and Jim Gibbons (Vermont Public Power Supply Authority).

Chair Suitor called the meeting to order at 7:00 p.m.

- II. **PUBLIC PARTICIPATION (Scheduled):** None.

III. **ACTION ITEMS**

a. **Approval of Minutes**

1. **July 25, 2006 (Regular Meeting).** Motion by Trustee Wilson, seconded by Trustee McCarney, to approve the minutes of July 25, 2006. There is one clarification, Section II, a: The request for the Drug Free Communities was for site location privileges; the Planning Commission has the final say on approval. **Motion passed 5-0-0.**

b. **Approval of Bills**

1. **Warrant #04-07.** Motion by Trustee Hambleton, seconded by Trustee Wilson, to approve Warrant #04-07 in the amount of \$320,063.64. **Motion passed 5-0-0.**

- c. **Project 10 Update and Budget Extension (James Gibbons, VPPSA).** Project 10 puts new generators in Swanton. There has been a request for additional pre-voter-approval funds. He provided some handouts to the Board. These units are primarily intended to fulfill our requirement to support our share of electric generation (capacity). Additionally, at peak times, these could be turned on and we could use this for power. At times when the cost per kW is high, we could use these. These run by diesel fuel or natural gas. We would then only be charged for the diesel fuel or natural gas used for Northfield but would be credited for the market price at the times of operation. With voter approval, this would put this system online by 2008. Motion by Trustee McCarney, seconded by Trustee Wilson, to authorize Manager Allard to commit to the increase in pre-voter-approval budget from \$598,900 to \$812,000. **Motion passed 5-0-0.**

- d. **Special Village Meeting Warning (VPPSA Power Contract).** Motion by Trustee McCarney, seconded by Trustee Wilson, to approve the warning as written in Version 1, dated August 15, 2006, specifying "up to 12.0%" and "approximately 4,667 kW". **Motion passed 5-0-0.**

- e. **Vermont Transco LLC Equity Call.** This is the agreement for us to participate in purchasing the Vermont Transco LLC. We would be purchasing 7,992 shares of Class A and 10,171 shares of Class B. We have previously purchased several thousand shares each of Class A and Class B. This is being offered on the basis of our load share. Motion by Trustee McCarney, seconded by Trustee Wilson, to authorize the Manager to sign the subscription agreement with Vermont Transco, LLC to purchase 7992 Class A and 10171 Class B for a total of \$181,630. **Motion passed 5-0-0.**

- f. **Norwich University/Northfield Electric Department Agreement.** This agreement is the same as has been previously brought to the Board, with the addition of item 14. Mr. Gibbons stated that he felt this was a reasonable request. Motion by Trustee McCarney, seconded by Trustee Hambleton, to authorize the Manager to sign the agreement. This is the document that specifies there will be a 50-50 share on the upgrade specified in this agreement. **Motion passed 5-0-0.**

- g. **Parking Ban Lifting for Norwich University's "Welcome Home" Tribute & Concert (09/23/06).** Norwich University has requested a lifting of the parking ban to accommodate the many anticipated visitors to Northfield. Motion by Trustee McCarney, seconded by Trustee Wilson, to lift the customary parking bans (Central Street and Crescent Street) subject to the conditions of the Police Chief and Fire Chief/Superintendent of Public Works. **Motion passed 5-0-0.**

IV. REPORTS

- a. **Village Manager**

- 1. **Wellness Program.** The program is going well. Policies are in place and employees have been participating. To date, we've earned \$4,600 credits towards the insurance costs. All the safety policies have been completed.

- b. **Committee Reports.** None.

- c. **Miscellaneous**

- 1. **Future Meetings.** The Site Visit that was postponed from this evening will be held prior to the Trustees' next regular meeting (08/29/06). A retreat will be scheduled soon. The Board also would like a joint meeting to go over policies before the Selectboard goes into budget discussions (tax collection). In addition, the Board would like a meeting with the Schoolboard, Selectboard, and Planning Committee to meet with the legislators (to be scheduled between Election Day and Thanksgiving).
 - 2. **Personnel Policy.** The latest draft is in the packet. The Management Committee will review it and come back to the Board with a synopsis. The Manager is recommending that we adopt this policy. Report due first meeting in September.
 - 3. **Hallam/ICS.** Trustee McCarney had requested an update. There was a letter in the packets from Hallam/ICS dated 09/08/05 regarding the anticipated load. Manager Allard had requested that Dave Magida of Norwich University provide an update but there has not been one yet. Trustee McCarney is still asking for an update on any revisions to the anticipated load from Norwich University for the new History Museum, Campus Center, and Civilian Housing Phase I. We are looking for an updated "real usage," not just an anticipated amount.

V. PUBLIC PARTICIPATION (Unscheduled)

- VI. **ADJOURNMENT:** Motion by Trustee McCarney, seconded by Trustee Wilson, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 8:34 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next scheduled meeting.